

**CONFIDENTIAL**

5 OCT 1973

**MEMORANDUM FOR: Deputy Director for Management and Services**

**SUBJECT : Office of Personnel Report -- Week Ending  
5 October 1973**

1. **Vietnam Veterans:** Civil Service literature abounds with articles on the President's desire to find employment for Vietnam era veterans and the progress made by the various departments of the Government toward reaching the desired goals. We now have a report indicating that since 5 August 1964 we have employed 2359 Vietnam era veterans. This data is being examined to determine what proportion of the total employed by the Agency in the last nine years this figure consists of and how we compare to other departments of the Government.

2. **Co-Operative Education Program:**

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a. [REDACTED] our Co-Op Coordinator, visited Wilburforce College (Black) in Xenia, Ohio on 2 October 1973 where he interviewed 39 Applicants for possible Co-Op jobs in the fields of Accounting and Mathematics. He has advised us that he is definitely interested in three candidates, with five others being good solid possibilities.

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b. On 28 September 1973, [REDACTED] visited Bowie State College in Maryland for the first time. He briefed the Bowie Coordinator and will return for a second visit on 24 October to conduct interviews.

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3. **Staffing IC Staff:** [REDACTED]

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[REDACTED] US Army, began their processing this week for assignment to the Intelligence Community Staff. When their assignments are formalized, the ICS will have filled thirteen of their twenty-four approved military spaces.

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**4. Position Management:**

a. The survey of the Headquarters Components of the Office of Security was initiated. A meeting was held with representatives of the Headquarters element Personnel Security and Investigations area, at which time PMCD representatives were briefed on the functions of the area. Auditing began in the Clearance Branch.

[REDACTED]

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**5. Rehired Annuitants:** During the week I approved the following retired annuitant cases for the Directorate of Management and Services;

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[REDACTED] -- Office of Training --  
Independent Contractor -- one year contract.

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[REDACTED] -- Office of Training --  
Independent Contractor -- one month extension.

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**6. Combined Federal Campaign:** The Agency's kick-off rally for the 1973-1974 Combined Federal Campaign was held in the auditorium at 2:00 p.m. on 4 October. Mr. John Blake, [REDACTED] were speakers at the rally. Approximately 200 Chairmen and Keymen attended.

**Coming Events**

1. Work will continue on the surveys of OTS, OSR, NPIC, USIB, OS, OF, OMS, OLC, and OPPB.

2. Longevity Certificates and Certificates of Exceptional Service will be distributed next week.

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3. Continue our study on the identification of resource allocations by function.

/s/ John F. Blake

**John F. Blake**  
**Director of Personnel**

**Distribution:**

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25X1A OD/Pers/ [REDACTED] :kmd (5 October 1973)

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